

**MINUTES - BOARD OF EDUCATION PLANNING COMMITTEE MEETING
HELD NOVEMBER 10, 2022 IN THE HUMISTON BOARD ROOM**

Planning Committee Members Present: Andrew Martelli, Timothy White, Samantha Rosenberg

Administrators Present Vincent Masciana - Chief Operating Officer

Additional Attendees Present: Listed by firm below

CALL TO ORDER

Mr. Martelli called the meeting to order at 6:05 p.m. and led the Pledge of Allegiance.

AUDIENCE

No members of the public were present nor were there any questions or comments received.

INTERVIEWS - RFP FOR SPACE NEEDS DUE TO ENROLLMENT GROWTH

The Committee welcomed representatives from the three firms listed below who had submitted proposals responsive to a Request for Proposals (RFP # 2223-3AB) that was issued for design professionals to assist in the planning for additional classroom space that may be needed at the elementary schools due to projected enrollment growth. It was noted during the meeting that while the referendum for the two new schools did pass at the vote held on November 8, 2022, the new schools will not be open for 3 years and our existing elementary schools may not have enough capacity to support the increased number of students in the next 3 years. The biggest concern at present is that Highland's enrollment of 847 students is already nearing its capacity and with known housing developments underway, it may exceed capacity relatively soon. The other elementary schools, starting with Doolittle, may follow as well. The goal of this effort is to have a plan in place to ensure that we can accommodate the student growth with the best possible classroom and learning spaces in the most cost-effective manner to serve as a bridge to get us to 2026 when the new schools are expected to be open.

Interviews were held with the following representatives from three firms:

- 6:10 PM - Antinozzi Associates – Michael Losasso, Lisa Yates, Patti McKeon
- 6:45 PM - Silver Petrucelli + Associates - David Stein, Dean Petrucelli, Michelle Miller
- 7:20 PM - Friar Architecture, Inc. – Michael Memmott, Enrico Chiarillo

When the interviews were completed, Committee members discussed the merits of the proposals and the presentations made by the three firms. Among the discussion points were that since the referendum to build two new schools has now passed, it would be sensible to prioritize Highland and Doolittle for potential space needs as they appear to have the higher growth projections than Norton and Chapman. At the conclusion of their discussions, they asked Mr. Masciana to inquire with Antinozzi Associates to determine if they would be willing to provide pricing on a per-school basis instead of the all-inclusive quote they provided for all four schools. Mr. Masciana advised that he will report back to the Committee via email the response from Antinozzi Associates. Accordingly, no decision was made as to which firm would be selected for the project.

ADJOURNMENT

On a motion by Ms. Rosenberg, which was seconded by Mr. White, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Attest:

Vincent J. Masciana
Chief Operating Officer

Carol Jesensky, Executive Assistant

Filed at the Town Clerk's Office, Town Hall, Cheshire: 11/16/2022.